



# Maryland

GOVERNOR'S OFFICE OF  
CRIME PREVENTION, YOUTH,  
AND VICTIM SERVICES

## **FY 2022 Maryland Criminal Intelligence Network Program (MCIN) Implementation Evaluation Grant**

### **Notice of Funding Availability (NOFA)**

**Online Submission Deadline: Wednesday, January 26, 2022 by 3 PM**

**Funded by:  
State of Maryland**

Governor's Office of Crime Prevention, Youth, and Victim Services  
100 Community Place  
Crownsville, Maryland 21032-2022  
(410) 697-9338  
[www.goccp.maryland.gov](http://www.goccp.maryland.gov)

Larry Hogan, Governor  
Boyd K. Rutherford, Lt. Governor  
V. Glenn Fueston, Jr., Executive Director

### **ELIGIBILITY**

Funding through this opportunity is available to independent research entities for the purpose of conducting performance evaluations of violent crime reduction efforts funded through the MCIN program.

### **IMPORTANT LINKS**

Application Instructions:

<http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>  
Grants Management System (GMS): <http://goccp.maryland.gov/grants/>.

***GMS submission is required; Hard copy applications are not accepted.***

## Purpose

Thank you for applying to the **Maryland Criminal Intelligence Network Program Implementation Evaluation** from the **Governor's Office of Crime Prevention, Youth, and Victim Services (Office)**. The purpose of this grant opportunity is to identify a third-party, independent researcher to evaluate the efficacy of a specific set of goals focused on identifying, disrupting, and dismantling criminal networks through collaboration and comprehensive data sharing. The selected independent researcher will conduct an evaluation of coalitions/sites that are previously and currently funded through Maryland's Criminal Intelligence Network Program.

This program primarily supports the Governor's Office of Crime Prevention, Youth, and Victim Services' objectives of developing coordinated criminal justice strategies and increasing the availability of data to support data driven decisions. As a condition of this grant, subrecipients will be required to report on collaborative efforts and data collected through the duration of the award. This information will be reported publicly on the Governor's Office of Crime Prevention, Youth, and Victim Services' website.

### **If you need application assistance, please contact:**

Quentin Jones  
MCIN Program Manager  
[Quentin.Jones@maryland.gov](mailto:Quentin.Jones@maryland.gov)

Mary Abraham  
Deputy Director of Grants  
[Mary.Abraham@maryland.gov](mailto:Mary.Abraham@maryland.gov)

### **If you need assistance with program criteria or have questions on program design, please contact:**

Richard Alban  
Director of Public Safety Strategies  
[Richard.Alban@maryland.gov](mailto:Richard.Alban@maryland.gov)

Jeffrey Zuback  
Chief of Research & Analysis  
[Jeffrey.Zuback@maryland.gov](mailto:Jeffrey.Zuback@maryland.gov)

The Governor's Office of Crime Prevention, Youth, and Victim Services' success is measured by subrecipient success. It is critical that we hear from you, our customers. To share your ideas on how the Office can best serve you and provide support, please email the above program manager to provide your feedback or complete a three question customer experience survey [customer experience survey](#).

### **Governor's Office of Crime Prevention, Youth, and Victim Services' Mission:**

To serve as a coordinating office that advises the Governor on criminal justice strategies. The Office plans, promotes, and funds efforts with government entities, private organizations, and the community to advance public policy, enhance public safety, reduce crime and juvenile delinquency, and serve victims.

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## I. ELIGIBILITY CRITERIA

The following entities are eligible to submit **one application under the Maryland Criminal Intelligence Network (MCIN) Program Implementation Evaluation grant opportunity:**

- Independent Researchers
- Academic Institutions
- Governmental Entities

The Office will not consider requests in excess of \$125,000 under the MCIN Implementation Evaluation NOFA.

## II. PROGRAM DESCRIPTION

### A. Requiring Agency

Governor's Office of Crime Prevention, Youth, and Victim Services (Office)

### B. Opportunity Title

Maryland Criminal Intelligence Network Program Implementation Evaluation

### C. Submission Date

Wednesday, January 26, 2022, by 3 PM

### D. Anticipated Period of Performance

March 1, 2022, through June 30, 2022

### E. Funding Opportunity Description

The Office announces the availability of up to \$125,000 in grant funding for the Maryland Criminal Intelligence Network Program (MCIN) Implementation Evaluation grant opportunity. In December 2017, Governor Larry Hogan announced a series of initiatives to combat criminal gang enterprises and repeat violent offenders responsible for terrorizing Maryland citizens and participating in violent crime throughout the state. The [Maryland Criminal Intelligence Network \(MCIN\)](#) is a criminal justice strategy, coordinated at the local, state, and federal levels targeting gangs, drugs, firearms, and human trafficking. It is particularly focused on those criminal networks that are impacting multiple jurisdictions and accomplishes this by sharing information across borders. The Maryland Criminal Intelligence Network (MCIN) is a key element of Maryland's public safety strategy and provides the basis for data-driven decision making both operationally and for policy development. It aligns state resources to provide for a streamlined and coordinated operational plan which currently includes the following coalitions/sites:

- |                        |                            |
|------------------------|----------------------------|
| 1. Allegany County     | 8. Dorchester County       |
| 2. City of Annapolis   | 9. Frederick County        |
| 3. Anne Arundel County | 10. Harford County         |
| 4. Baltimore City      | 11. Montgomery County      |
| 5. Baltimore County    | 12. Prince George's County |
| 6. Carroll County      | 13. Washington County      |
| 7. Cecil County        | 14. Wicomico County        |

The third-party researcher shall conduct an implementation and outcome evaluation of the Maryland Criminal Intelligence Network Program (MCIN). As such, information will be gathered from a cross-section of up to 10 participating coalitions/sites with regard to perceived strengths and benefits of the Maryland Criminal Intelligence Network Program (MCIN) since its inception. The third-party researcher will provide the grantor with an organizing framework for the evaluation such as evaluation goals, methods to be used (quantitative and/or qualitative methods), and procedures and blueprint of the evaluation approach. The results of this evaluation will serve as the basis of recommendations for potential broader dissemination of robust information-sharing infrastructures throughout Maryland as well as inform future funding opportunities and requirements for evaluation methods.

One award will be made under this funding opportunity.

### **III. PROGRAM REQUIREMENTS**

#### **A. Program Evaluation Goals**

Applicants must describe how they will achieve the following goals:

- **Goal 1:** Provide an analysis of how law enforcement agencies and state's attorney's offices utilized MCIN funding to identify and prioritize criminal offenders, gangs, and violent criminal networks.
- **Goal 2:** Evaluate the effectiveness of the MCIN-funded program in disrupting/dismantling the activities of targeted criminal offenders, gangs, and violent criminal networks.
- **Goal 3:** Determine the public safety impact (if any) in disrupting and dismantling violent criminal networks within each location.
- **Goal 4:** Provide an assessment on how partnering agencies coordinated information sharing and enforcement activities, while focusing attention on drug, human, and/or firearm trafficking organizations or networks.
- **Goal 5:** Assess the collaboration between coalition partners as it relates to improving human trafficking investigative efforts and trainings as well as the coordination with victim service providers and tracking accurate statistical data.
- **Goal 6:** Determine if current programmatic reports are effective measures of the program, and provide recommendations on how the Office can more effectively measure violent crime reduction through the MCIN program.
- **Goal 7:** Incorporate a quality control component that will provide strength-based feedback and programmatic support (including database development as needed) to MCIN funding recipients in efforts to reduce violent crimes.

#### **B. MCIN Program Implementation Evaluation Requirements**

Applicants must describe:

- A proposed research design and methodology.

- Ability to utilize technology to conduct statistical analysis including the collation of data from multiple sources and datasets, some of which may be sensitive and/or confidential. Applicants should also describe a plan for data management.
- Key personnel including expertise, roles, duties, and responsibilities.
- Management capabilities including previous experience with projects in similar scope and budget.
- A proposed timeline and work plan to include key deliverables.
- Evaluation to determine the level of consumer satisfaction for services obtained.
- Methodology and proposed strategies illustrating the ability to perform the program evaluation virtually and in-person.

#### **C. Deliverables/ Reporting Requirements**

- The selected grantee shall submit an interim report to include updates on surveys, focus groups, etc. to the Office by April 30, 2022.
- The selected grantee will submit a final report including the evaluation, quality improvement opportunities, and outcomes by June 30, 2022.

**Additional application instructions can be found here:**

<http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>

#### **D. Partnering Requirements with Data Stakeholders**

The selected grantee shall partner with coalitions/sites (e.g., local, state and federal law enforcement agencies and local and federal state's attorney's offices) as the data stakeholders through the MCIN program and collect data including but not limited to the following:

- Law Enforcement departmental records
- Local crime data
- Court records
- Criminal history records

### **IV. APPLICATION PROCESS**

Applicants are required to apply for grant funding through the Governor's Office of Crime Prevention, Youth, and Victim Services' web-based application process, which may be accessed through the homepage: [www.goccp.maryland.gov](http://www.goccp.maryland.gov) by clicking on **GRANTS MANAGEMENT SYSTEM**, or going directly to the login screen using the web URL: <https://grants.goccp.maryland.gov>.

**In order to use the Office's web-based application, you must have a User ID.**

If you have *not* previously applied through the web, go to the following web URL to obtain instructions and the information required to obtain a User ID and password: <http://goccp.maryland.gov/grants/requesting-access/>

The last day to request a User ID is **Tuesday, January 18, 2022**. If you have previously applied through the web, use your existing User ID and password.

If you have previously applied for funding through our office, but do not have your User ID, or are having technical issues with the system, contact the Office's Helpdesk via email at [support@goccp.freshdesk.com](mailto:support@goccp.freshdesk.com) for assistance.

If you need assistance completing the program specific information required in the online application, please contact Quentin Jones at [Quentin.Jones@maryland.gov](mailto:Quentin.Jones@maryland.gov). **The online application must be submitted no later than 3:00 PM on Wednesday, January 26, 2022.**

#### IV. TRAINING/TECHNICAL ASSISTANCE (TA)

To help applicants prepare and submit applications that reflect the Office's established guidelines and procedures, training is provided through training videos posted on the Governor's Office of Crime Prevention, Youth, and Victim Services' website. These may be accessed through the following web URL: <http://goccp.maryland.gov/grants/gms-help-videos/>.

**Please review the training videos to review system guidelines, fiscal review and tips, civil rights requirements, and those specific to the program funding source prior to beginning work on your application.**

Additionally, instructions for completing the online application can be found at <http://goccp.maryland.gov/grants/programs/>. Applicants are encouraged to review these instructions prior to completing the online application. The narrative section of the application should be completed in an outline-style format (retaining all numbering, lettering, and section headers).

**Note: A NOFA Technical Assistance Call will be held from 10:00 AM to 11:00 AM on Wednesday, January 12, 2022 using Google Meet.**

**Join with Google Meet:** [meet.google.com/xns-tqgk-uxk](https://meet.google.com/xns-tqgk-uxk)

**Call-In Number:** +1 508-658-3024

**PIN:** 830 111 712#

#### V. IMPORTANT DATES

Technical Assistance Conference Call	January 12, 2022
Deadline to Request a User ID	January 18, 2022
Deadline to Submit an Online Application	January 26, 2022
Letters of Intent Emailed/Denial Letters Emailed	February 2022
Award Documents	February 2022
Sub-award Start Date	March 1, 2022
Sub-award End Date	June 30, 2022

## **VI. APPLICATION EVALUATION**

### **A. Review Process**

This is a competitive application process. The Governor's Office of Crime Prevention, Youth, and Victim Services will conduct a comprehensive review of each application submitted in accordance with this Notice of Funding Availability.

## **VII. FUNDING SPECIFICATIONS**

### **A. Funding Cycle**

Commencement of the grant funded under this solicitation will begin March 1, 2022, and end on June 30, 2022. Funds are paid on a quarterly reimbursable basis.

### **B. Budget**

Budgets must be clear and specific. Budgets must reflect one year of spending and where applicable, be adjusted to reflect the start date and holidays. The grant cycle will reflect four (4) months.

- What will not be funded:
  - Applications primarily to purchase equipment, materials, or supplies. (A budget may include these items if they are necessary to conduct research, development, demonstration, evaluation, or analysis.)
  - Applications that are not responsive to this specific solicitation.

Additional information regarding the budget can be found here:

<http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>

**The Governor's Office of Crime Prevention, Youth, and Victim Services reserves the right to make additional budget reductions and adjustments at its discretion.**

## **VIII. DISTRIBUTION OF FUNDS & REPORTING REQUIREMENTS**

The Governor's Office of Crime Prevention, Youth, and Victim Services will distribute awarded funds to grantees on a quarterly reimbursement of expenditures basis following the timely submission of corresponding quarterly fiscal and programmatic reports. These reports must be submitted through the Grants Management System. All programmatic electronic reports are due within 15 calendar days of the end of each quarter. Financial electronic reports are due within 30 calendar days of the end of each quarter. All reporting activity occurs through the Grant Management System, using the same User ID and password that were used for the application process.

For further post-award instructions, read the Special Conditions specific to your award in the GMS and read the General Conditions which can be found at:

<http://www.goccp.maryland.gov/grants/general-conditions.php>.



#### **A. Electronic Funds Transfer (EFT)**

Our office encourages the use of electronic funds transfer (EFT). To obtain the appropriate form, the address to submit the form, and a general overview, including FAQs, refer to the following website:

[http://comptroller.marylandtaxes.gov/Vendor\\_Services/Accounting\\_Information/Static\\_Files/GADX10Form20150615.pdf](http://comptroller.marylandtaxes.gov/Vendor_Services/Accounting_Information/Static_Files/GADX10Form20150615.pdf).

#### **B. Match**

There is no match required for this funding source. **DO NOT ENTER A MATCH INTO YOUR BUDGET.** If you wish to show other financial or in-kind contributions to your program, it may be written into your narrative.

#### **C. Supplanting, Transparency, and Accountability**

Federal funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. See the Office of Justice Programs Financial Guide (Part II, Chapter 3). There are strict federal laws against the use of federal funds to supplant current funding of an existing program. Jurisdictions must provide assurances and certifications as to non-supplanting and the existence of proper administrative/financial procedures.

A strong emphasis is being placed on accountability and transparency. Grantees must be prepared to track, report on, and document specific outcomes, benefits, and expenditures attributable to the use of grant funds. Misuse of grant funds may result in a range of penalties to include suspension of current and future funds and civil/criminal penalties.

## IX. APPLICATION CHECKLIST

### What an Application Should Include:

- ☐ Face Sheet
- ☐ Project Summary
- ☐ Narrative
  - ☐ Problem Statement/Needs Justification
  - ☐ Program Goals
  - ☐ Program Strategy
  - ☐ Program Measurement Methods and Procedures (Evaluation Tool)
  - ☐ Timeline
  - ☐ Spending Plan
  - ☐ Management Capabilities
  - ☐ Sustainability
- ☐ Unique Entity Identifier (UEI, Currently DUNS number)
- ☐ Letters of Commitment (if applicable)
- ☐ Budget and Budget Justification
  - ☐ Personnel
  - ☐ Operating Expenses
  - ☐ Travel
  - ☐ Contractual Services
  - ☐ Equipment
  - ☐ Other
- ☐ Bios/Curriculum Vitae of evaluation team members/Peer Review articles/Reports and Program Evaluations conducted by applicant)
- ☐ Indirect Cost Rate Agreement or Documentation Supporting the Use of the De minimis Indirect Cost
  - ☐ Rate (if applicable)
- ☐ Budget Prioritization
- ☐ Certified Assurances
- ☐ Certification Regarding Lobbying
- ☐ Audit Findings/Corrective Action Plan (if applicable)
- ☐ Single Audit Requirements (if applicable)
- ☐ Proof of 501 (c)(3) Status (if applicable)
- ☐ Memorandum of Understanding/ Agreements (MOU/MOA)

**\*Please note, the [Subrecipient Organizational Capacity Questionnaire](#) is no longer due at the time of application. If awarded, this completed questionnaire will be required post-award.**

**More information on each item above can be found in the NOFA Application Instructions found here: <http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>.**